

## CLARK COUNTY SCHOOL DISTRICT REGULATION

5135.7

### ACTIVITIES APPEAL PROCEDURE

It is expected that during the regular completion of the scheduled activities program, problems will be identified from interpretation of policy, regulation, or procedure. When this occurs, a course of action will be immediately instituted that will resolve the problem and ensure that all concerned parties are made aware of the decision.

#### Region – School or Region Sponsored Activity

##### I. Level I

In the event that any of the aforementioned problems occur, the school principal will investigate the matter and render the decision based on the interpretation of policy, regulation, or procedure.

##### II. Level II

A. In the event that any of the involved parties object to this decision, a ruling may be requested from the Superintendent's designated representative, the administrative supervisor of the school.

B. The administrative supervisor of the school will request and review a written summary of the principal's findings, interview all concerned parties, and render a decision within three working days after receipt of this request.

C. The decision of the administrative supervisor of the school will be based on the interpretation of the affected policy, regulation, or procedure, and any extenuating circumstances that may have bearing on the matter.

##### III. Level III

A. If any of the concerned parties disagree with the ruling rendered at Level II, they may request that the ruling be referred for review and action to the respective Region Superintendent. The Region Superintendent will render a decision within five working days of the receipt of this request.

B. The Region Superintendent's findings and decisions are final.

District – District Sponsored Activity

I. Level I

In the event that any of the aforementioned problems occur, the school principal will investigate the matter and render the decision based on the interpretation of policy, regulation, or procedure.

II. Level II

- A. In the event that any of the involved parties object to this decision, a ruling may be requested from the Superintendent's designated representative, the administrator of Student Activities.
- B. The administrator of Student Activities will request and review a written summary of the principal's findings, interview all concerned parties, and render a decision within three working days after receipt of this request.
- C. The decision of the administrator of Student Activities will be based on the interpretation of the affected policy, regulation, or procedure, and any extenuating circumstances that may have bearing on the matter.

III. Level III

- A. If any of the concerned parties disagree with the ruling rendered at Level II, they may request that the ruling be referred for review and action to the Director of Student Arts and Activities. The Director will render a decision within three working days after receipt of this request.

IV. Level IV

- A. If any of the concerned parties disagree with the ruling rendered at Level III, they may request that the ruling be referred for review and action to the Assistant Superintendent. The Assistant Superintendent will render a decision within five working days after receipt of this request.
- B. The Assistant Superintendent's findings and decisions are final.

Review Responsibility: Instruction Unit  
Adopted: [6/4/98]  
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